

Cooperative Agreement/ezFedGrants Roles

Federal:

Agreements Specialist / Agency Grants Specialist

- Create, update, and modify opportunities
- Review and accept applications
- Review and accept claims

ADODR / Program Manager

- Review and approve applications
- Review and approve claims
- Review and approve financial and performance reports

Authorized Departmental Officer (ADO) / Agency Signatory Official

- Signs agreements on behalf of USDA

Authorized Departmental Officer's Designated Representative (ADODR)

- Serves as the Federal equivalent to ROAR and is the program manager

Organization:

Grants Administrative Officer (GAO) Mandatory Role

- Create, update, and modify applications and claims
- Ability to sign and update financial and performance reports
- Ability to reassign application
- Assigns roles for the organization

Grants Processor

- Create, update, and modify applications and claims
- Ability to sign and update financial and performance reports

Signatory Official Mandatory Role

- Signs cooperative agreement documents on behalf of the organization
 - *(PPQ recommends more than 1 person in this role.)*

Recipient Organization's Authorized Representative (ROAR)

- Serves as the Organization's equivalent to ADODR – can be incorporated into one of the role's above.